

RECORD OF PROCEEDINGS

Minutes of

HAMB DEN TOWNSHIP TRUSTEES

Regular

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held _____ December 16, _____ 20²⁰

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, December 16, 2020 at 6:30 p.m. with the following members present; Scott Yamamoto, Keith McClintock and Paul Molan and those on the attached sign in sheet. Fiscal Officer Mike Romans was absent.

Chairman Yamamoto called the Regular Meeting to order with the Pledge of Allegiance at 6:30 p.m.

Mr. Yamamoto reported that there was a quorum. All three trustees were present.

Mr. Yamamoto asked if any residents had questions or concerns to bring before the Board. There were none.

OLD BUSINESSNEW BUSINESSMINUTES

Mr. Yamamoto asked the Board if there were any comments or corrections regarding the minutes of the November 19, 2020 Regular Meeting. There were no corrections or changes to the minutes and Mr. Molan recommended that they stand as approved and waive the reading.

MOTION 2020-147: Made by Paul Molan, seconded by Keith McClintock to approve the minutes of the November 19, 2020 Regular Meeting. Motion carried by unanimous vote.

Mr. Yamamoto asked the Board if there were any comments or corrections regarding the minutes of the December 2, 2020 Regular Meeting. There were no corrections or changes to the minutes and Mr. Molan recommended that they stand as approved and waive the reading.

MOTION 2020-148: Made by Paul Molan, seconded by Keith McClintock to approve the minutes of the December 2, 2020 Regular Meeting. Motion carried by unanimous vote.

ZONING INSPECTOR

Mr. Acquaviva reported two new permits have been issued.

Mr. Acquaviva is working with a conditional use business next to Spears.

Mr. Acquaviva spoke with the Divoky's attorney. The Divokys will be filing their response to our attorney's questions.

Mr. Acquaviva is working with the existing violations and a zoning fee dispute.

ZONING

No Report

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FIRE DEPARTMENT

Chief Hildenbrand submitted to the Board the 2021 fire contract between the township and the fire department. The contract total for 2021 is \$452,000. The Board had no questions for the chief. They signed the contract.

Chief Hildenbrand stated that on December 20th the fire department will be driving Santa Claus around the township on the fire truck.

FINANCIAL

Mr. Yamamoto reported that mid-month payroll taxes totaling \$6,483.33 were issued.

Mr. Yamamoto reported that for tonight's meeting vendor warrants #12480 through and including #12523, totaling \$138,207.59 were submitted to the Board for approval and signature. Backup was attached to the checks. He asked the Board if there were any questions or discussion regarding the bills. If not, they will stand as approved. There were no questions from the Board.

Mr. Yamamoto reported that purchase orders #114-2020 through and including 120-2020 were submitted to the Board for signature and approval.

Mr. Yamamoto reported that no blanket certificates were issued.

Mr. Yamamoto reported that nine re-allocation of appropriations were made.

- \$102.55 from 2171-610-314 Tax Collection Fees to 2171-610-211 OPERS.
- \$16,000 from 2031-330-360 Contracted Services to 2031-330-420 Operating Supplies.
- \$1,900 from 4301-760-599 Miscellaneous Expenses to 4301-120-730 Site Improvements.
- \$300 from 1000-410-420 Operating Supplies to 1000-410-190 Salaries.
- \$1,814 from 1000-110-314 Tax Collection Fees to 1000-110-230 Workers Compensation.
- \$3,500 from 2281-230-330 Travel and Meetings to 2281-230-323 Repairs and Maintenance.
- \$150 from 2281-230-599 Miscellaneous Expenses to 2281-230-390 Other Purchases.
- \$876 from 1000-110-314 Tax Collection Fees to 1000-110-313 UAN.
- \$500 from 2272-330-740 Machinery and Equipment to 2272-330-430 Small Tools and Equipment.

Mr. Yamamoto advised the Board that total receipts for November were \$34,191.85 and total expenditures were \$91,032.17

Mr. Yamamoto reported that the Board was given the November financial statement indicating a combined balance of \$1,652,132.82.

MOTION 2020-149: Made by Paul Molan, seconded by Keith McClintock to approve the November financial statement as submitted. Motion carried by unanimous vote.

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Mr. Yamamoto asked the Board if they had a chance to review the 2021 Temporary Appropriations and resolution accepting the figures as submitted. The Board had no questions. Mr. Yamamoto read the resolution aloud.

RESOLUTION 2020-028: Made by Paul Molan, seconded by Keith McClintock to approve the Resolution approving the 2021 Temporary Appropriations as submitted. Upon call of roll: Mr. Molan – yes, Mr. McClintock – yes, Mr. Yamamoto – yes. Motion carried by unanimous vote.

Mr. Yamamoto read the Board a Resolution of Acceptance Approving CARES Act Expenditures. This resolution allows additional CARES Act funds to be used for paramedic and firefighter public safety salaries in the estimated amount of \$24,500.

RESOLUTION 2020-029: Made by Paul Molan, seconded by Keith McClintock to approve the Resolution of Acceptance Approving additional CARES Act Expenditures. Upon call of roll: Mr. Molan – yes, Mr. McClintock – yes, Mr. Yamamoto – yes. Motion carried by unanimous vote.

Mr. Yamamoto reported that the following salaries were set for 2021.

| | |
|---|---------|
| Administrative Assistant | \$19.50 |
| Road Superintendent | \$27.25 |
| Assistant Road Superintendent | \$25.25 |
| Road Worker | \$23.50 |
| Zoning Inspector | \$20.00 |
| Part-Time Seasonal Employee – Experienced | \$16.00 |
| Part-Time Seasonal Employee – No Experience | \$15.00 |

MOTION 2020-150: Made by Paul Molan, seconded by Keith McClintock to set the 2021 salaries as stated. Motion carried by unanimous vote.

ROADS

Mr. Yamamoto reported that both heat exchangers in the garage heaters were cracked. Natural gas was leaking into the garage. Both heaters were replaced with new heaters.

Mr. Yamamoto stated that just under 550 tons of road salt were delivered.

Mr. Yamamoto reported that the lift cylinder was replaced on Mr. Wolcott's truck. The exhaust sensor was replaced on Mr. Brazis' truck. The part for the broken side mirror is on order.

Mr. Yamamoto reported that Mr. Brazis and Mr. Heald are planning on retiring May 2022. He suggested looking for a replacement in 2021 to be trained prior to Mr. Heald and Mr. Brazis' departure. The budget will need to be reviewed to see if the funds are available.

Mr. Yamamoto reported that on December 2nd motion 2020-144 was made for the purchase of one 18" chain saw not to exceed \$500. Mr. Brazis recommended purchasing two 14" chain saws that would fit in the truck tool boxes at a cost of \$543.92. Mr. Yamamoto requested that motion 2020-144 be amended to a cost of \$543.92.

MOTION 2020-151: Made by Paul Molan, seconded by Keith McClintock to amend motion 2020-144 to a cost of \$543.92. Motion carried by unanimous vote.

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Mr. Yamamoto reported that the fans and LED lights purchased with NOPEC energy grant funds are in the process of being installed.

TOWNSHIP HALL

Mr. Yamamoto stated that he will contact Vector Security for smoke detectors to be installed in each room of the town hall buildings as recommended by Chief Hildenbrand.

Mr. Molan reported that the new bathroom and kitchen fixtures were shipped. Some are on back order. Mr. Molan stated he added supply lines and wax rings for the new toilet bowls to the order.

Mr. Molan suggested quote requests for new siding on the town hall building be sent out in January. The project will be funded with NOPEC energy grant funds received in 2020.

SAFETY

No report.

PARK

Mr. Yamamoto reported that the township was awarded a \$1,500 2021 NOPEC Community Event Sponsorship. Mr. McClintock stated that the township will not be holding a community movie night in 2021. The funds will be used to purchase smoke detectors for Hambden Residents as requested by Chief Hildenbrand.

CEMETERY

No report.

MISCELLANEOUS

Mr. Yamamoto asked the Board if they would like to hold a year-end meeting or come in individually to sign the year-end checks. The Board decided not to hold a year-end meeting.

Mr. Yamamoto asked the Board to keep the maximum Blanket Certificate amount not to exceed \$15,000 for 2021.

MOTION 2020-152: Made by Paul Molan, seconded by Keith McClintock to set the maximum Blanket Certificate amount not to exceed \$15,000. Motion carried by unanimous vote.

Mr. Yamamoto reported that the Department of Aging contacted him regarding Spring trash day. The Department of Aging would like to schedule the senior trash pick-up for Hambden Township for April 22nd and 23rd. The community trash day is usually the last Saturday in April, which falls on April 24th this year.

The Board decided to set Spring Trash Day for Saturday, April 24, 2021 from 8 am. until noon and Senior trash pick-up for April 22nd and 23rd, depending on the approval of the Geauga County Health Commissioner and the status of the COVID virus.

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Mr. Yamamoto reported that since the last trustee meeting the following correspondence was sent to the Board:

- November 27th and December 11th Legislative Alerts
- Geauga County Sheriff's November monthly call report


There were no questions from the Board. The correspondence will be filed in the office.

Mr. Yamamoto announced the next Board of Trustees meeting is scheduled for Wednesday, January 6, 2021 at 6:30 pm.

Mr. Yamamoto asked if there was any further business or questions to come before the Board. There was none.


There being no further business to come before the Board at this time, the meeting adjourned at 7:05 p.m.

ATTESTED TO:



 Mary Ann Dottore, Administrative Assistant

APPROVED BY:



 Scott Yamamoto

DATE APPROVED:

1/6/21



 Keith McClintock



 Paul Molan

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